

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOREST SERVICE

TARGHEE NATIONAL FOREST

Insect Control

Job Descriptions

1966



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Insect Control  
Assistant Insect Control  
Officer  
Targhee National Forest

I. Introduction

This position is in the insect-control headquarters organization of the Targhee National Forest, St. Anthony, Idaho, which is charged with the bark beetle suppression activities for the Forest. The position is that of assistant to the insect-control officer.

II. Principle Duties and Responsibilities

1. Assists the insect-control officer in all phases of administration and supervision of the insect-control project on the Targhee National Forest.
2. Checks for compliance with plans, work requirements and standards. Reports to insect-control officer in writing results of inspections of field and other work.
3. Acts for the insect-control officer in his absence.
4. Acts as safety officer for entire project. Prepares plans for review, checks for compliance, gives training, gives necessary instructions and investigates and reports on accidents. Correlates all safety activities, pertaining to insect-control, for the Forest.
5. Acts as I&E officer for entire project. Prepares news articles for review. Gives radio talks, conducts show-me trips, makes I&E contacts and gives lectures to interested groups. Correlates I&E activities for all insect-control units.
6. Prepares routine reports for review as assigned.
7. Performs other duties as assigned.

III. Control Over the Position

The immediate supervisor is the insect control officer, Supervisor's Office, Targhee National Forest, St. Anthony, Idaho. He is responsible for the over-all direction and training of the incumbent. Arrangements of daily work schedule is coordinated with the insect control officer.

Insect Control  
Zone Supervisor  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of supervisor of the entire insect-control zone to which the incumbent is assigned. The incumbent has complete responsibility for all insect-control activities on that zone, except C.O.R. duties unless he is assigned as C.O.R.

II. Principle Duties and Responsibilities

1. Plans, supervises and directs all suppression activities on the zone, except those duties specifically assigned to C.O.R.
2. May be assigned as contracting officer's representative or C.O.R. inspector.
3. Incumbent is responsible for financial management of the zone. He is also responsible for the final fiscal accounting of the project as it applies to his zone.
4. He supervises the maintenance of records and insures that all reports and requests are promptly submitted to the insect-control officer as needed.
5. Promptly reports problems to insect-control officer.
6. Keeps close account and is responsible for all insect-control equipment and property on his zone and maintains inventory for the zone.
7. Insures that a high quality of work and efficiency are maintained. Makes efficient use of manpower, equipment, supplies, and funds.
8. Is responsible for the proper training and directing of zone personnel.
9. Makes work assignments to the various zone overhead personnel and delegates the responsibility to them as needed to carry out their duties. Checks for compliance.
10. Performs other duties as assigned.

III. Control Over the Position

The immediate supervisor is the insect-control officer. He is responsible for direction, training, and supervision of the incumbent. The incumbent must work with a minimum of supervision and be capable of making sound decisions based on the direction outlined in the FSM and the project plan. He must be flexible in his judgement in order to cope with changing weather and insect conditions. He must also be fully informed about the multiple use survey report for the project and coordination needed with the District multiple use plan and sub-regional guides. He is responsible for properly informing all personnel on the zone as to the multiple use requirements.

Insect Control  
Assistant Zone Supervisor  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of assistant zone supervisor for the zone to which the incumbent is assigned. He also accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. Assists the zone supervisor in all phases of administration and supervision of the insect-control project on the zone or portion of the zone to which he is assigned. Acts for the zone supervisor in his absence.
2. May be assigned responsibility of a sub-zone. In this event, he plans, supervises and directs all suppression activities on the sub-zone under the direction of the zone supervisor (except those duties specifically assigned to the C.O.R.).
3. May be assigned as C.O.R. inspector.
4. Assists the zone supervisor in the financial management of the zone or sub-zone to which he is assigned.
5. Assists in maintenance of records and reporting.
6. Checks for compliance with plans, work requirements and standards as set up in the project plan and FSM.
7. Reports to zone supervisor in writing results of inspections and checks on field and other work.
8. Acts as I&E officer for the zone or subzone. Prepares news articles for review. Gives radio talks, conducts show-me trips, makes I&E contacts and gives lectures to interested groups. Coordinates all zone or sub-zone I&E activities with the assistant insect control officer. (Project I&E officer)
9. Performs other duties as assigned.

**III. Control Over the Position**

The immediate supervisor is the zone supervisor who is responsible for direction, training and supervision of the incumbent. The incumbent must be capable of working with a minimum of supervision and using sound judgement.

Insect Control  
Contract Supervisor  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of contract supervisor for the zone to which the incumbent is assigned. He supervises all Forest Service crews working on contract units and supervises checking of contractor's work performance. He also accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. Supervises all suppression activities carried out in relation to contract treating units. This includes, but is not limited to, contract checkers, paintliners, contractor performance, supplies and equipment, safety, and reports.
2. Assigns jobs responsibilities, equipment and supplies as needed.
3. Supervises two or more crew foremen.
4. Assures that all crew foremen are planning, organizing, scheduling, and coordinating crew work to maintain maximum crew productivity and performance standards.
5. Assures that crew foremen under his supervision are properly instructed about their duties, responsibilities, areas of work, hours of duty, per diem, quarters, safety, etc., and that they so instruct their crews.
6. Is responsible for training all contract unit crews.
7. Is responsible for all insect-control equipment and supplies checked out to the crews under his supervision.
8. Reports to the zone supervisor or his assistant on the conduct and performance of his men and takes appropriate action.
9. Reports to zone supervisor or his assistant any failures of contractors to abide by contract terms.
10. Performs other duties as assigned.

**III. Controls Over the Position**

The zone supervisor or his assistant is the immediate supervisor for this position, and has the responsibility for direction, training and supervision of the incumbent. The incumbent will check periodically with his supervisor for further instruction on daily job assignments. The incumbent is also responsible for taking the initiative for insuring that he is currently informed.

Insect Control  
Force Account Supervisor  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of force account supervisor for the zone to which the incumbent is assigned. He supervises all force account crews on the zone and reports on the quality of work done by these crews. He also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. Supervises all suppression activities carried out in relation to force account treating units. This includes, but is not limited to, checkers, paintliners, spotters, sprayers, packers, supplies and equipment, safety and reports.
2. Assigns job responsibilities, equipment and supplies as needed.
3. Supervises one or more crew foremen.
4. Assures that all foremen are planning, organizing, scheduling, and coordinating crew work to maintain maximum crew productivity and performance standards.
5. Assures that crew foremen under his supervision are properly instructed about their duties, responsibilities, areas of work, hours of duty, per diem, quarters, safety, etc., and that they so instruct their crews.
6. Is responsible for training of all force account crews.
7. Is responsible for all insect-control equipment and supplies checked out to force account crews under his supervision.
8. Reports to zone supervisor or his assistant on the conduct and performance of his men and takes appropriate action.
9. Performs other duties as assigned.

III. Controls Over the Position

The zone supervisor or his assistant is the immediate supervisor for this position, and has the responsibility for direction, training, and supervision of the incumbent. The incumbent will check with his supervisor periodically for further instruction on daily job assignments. The incumbent is also responsible for taking the initiative for insuring that he is currently informed.

Insect Control  
Quality Control Officer  
Targhee National Forest

I. Introduction

This position is in the insect-control headquarters organization. It is that of quality control officer for the entire insect-control project. The incumbent checks and reports on the quality of work for both Forest Service crews and contractors. He also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. Checks quality of all work and activities carried out in the insect-control project such as but not limited to: checking, spotting, treating, crew training, safety, crew efficiency, crew conduct, vehicle management, camp and office neatness and appearance, record-keeping, production, morale, etc.
2. Makes written reports on each inspection to insect-control officer of findings.
3. Supervises one inspector who helps him with quality control inspections.
4. Makes sure that the inspector is properly trained and informed about his duties, areas of work, hours of duty, per diem, quarters, safety, work specifications, work plans, etc. Also insures that quality control duties are carried out efficiently, according to instructions, and properly reported.
5. Is responsible for all equipment and supplies checked out to him and his inspector.
6. Incumbent does not report to anyone in the insect-control organization except the insect-control officer.
7. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the insect-control officer. He is responsible for the direction and training of the incumbent. The incumbent conducts his duties with a minimum of supervision. However, he plans his work schedule with his superior periodically to insure completeness and coordination.

Insect Control  
Quality Control Inspector  
Targhee National Forest

I. Introduction

This position may be in the headquarters or zone organizations. It is that of quality control inspector for the unit to which the incumbent is assigned. He checks and reports on the quality of work for both Forest Service and contractor crews. He also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. Checks quality of all work and activities carried out on the unit to which he is assigned such as but not limited to; checking, spotting, treating, crew training, safety, crew efficiency, crew conduct, vehicle management, camp and office neatness and appearance, production, morale, etc.
2. Makes written reports on each inspection to quality control officer to whom he is assigned.
3. Is responsible for all equipment and supplies checked out to or used by him.
4. Incumbent does not report to anyone in the insect-control organization except the supervisor to whom he is assigned.
5. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the quality control officer to whom the incumbent is assigned. The quality control officer is responsible for direction and training and work assignments, and supervises the incumbent to the extent necessary.

Insect Control  
Supply Officer  
Targhee National Forest

I. Introduction

This position is in the insect-control headquarters organization of the Targhee National Forest, St. Anthony, Idaho, which is charged with the bark beetle suppression activities for the Forest. The position is that of supply officer. He provides service and supply of equipment and supplies to the various units of the insect-control organization. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. Inventories and maintains record of location of all insect-control supplies and equipment.
2. Sees that such equipment and supplies are properly maintained and repaired.
3. Maintains a supply of spares as anticipated needs call for.
4. Keeps insect-control staff advised of potential needs and reports location of all equipment and supplies.
5. Keeps informed on sources of local repair and supply facilities.
6. Expedites movement of equipment and supplies to point of need.
7. Provides such equipment and supplies to various insect-control units as needed and requested.
8. Performs all duties in accordance with Forest Service safety handbook and project safety plan.
9. Supervises from one to six forest workers when necessary.
10. Incumbent is responsible for vehicle safety, use and maintenance for all vehicles assigned to or stored at the insect-control warehouse.
11. Provides the proper training and instruction for safety and work procedures for any crews assigned to him.
12. Insures that time, equipment, and supplies are properly, efficiently, and economically used.
13. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the insect-control officer, Supervisor's Office, Targhee National Forest, St. Anthony, Idaho. He is responsible for the over-all direction and training of the incumbent. Arrangements of daily work schedule is mostly left to the incumbent. In general, he coordinates with his superior to plan and outline his work schedule. The incumbent does not make any purchases of supplies or equipment without approval of his superior.

Insect Control  
Zone Quality Control  
And Safety Officer  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of quality control and safety officer. The incumbent checks and reports on the quality of work of both Forest Service crews and contractors, and has the safety responsibility for the zone to which he is assigned. He also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. Checks quality of all insect-control work and activities carried out on the zone to which he is assigned such as but not limited to; checking, treating crew training, safety, crew efficiency, crew conduct, vehicle management, camp and office neatness and appearance, record keeping, production, moral etc.
2. Makes written reports to the zone supervisor of findings on each inspection. Sends copy of each report to insect-control officer.
3. May supervise one inspector who helps him with quality control inspections.
4. Makes sure that any inspectors supervised by him are properly trained and informed about their duties, areas of work, hours of duty, per diem, quarters, safety, work specifications, work plans, etc. Also insures that quality control and safety duties are carried out efficiently, according to insect-control plans and specifications, and properly reported.
5. Is responsible for all equipment and supplies checked out to him, and his inspectors.
6. Incumbent does not report to any one in the insect-control organization except the zone supervisor.
7. Conducts periodic safety meetings.
8. Investigates and reports all accidents.
9. Conducts himself and sets an example according to safety plan and safety handbook.
10. Makes frequent inspections of all insect-control activities on the zone to insure that the requirements in the project safety plan are being met. Makes written reports on safety inspections to zone supervisor.
11. Performs other duties as assigned.

Zone Quality Control  
and Safety Officer  
(Continued)

III. Controls Over the Position

The immediate supervisor is the zone supervisor to whom he is assigned. He is responsible for the direction and training of the incumbent. The incumbent conducts his duties with a minimum of supervision. However, he plans his work schedule with his superior periodically to insure completeness and coordination.

Insect Control  
Coop. Supervisor  
Targhee National Forest

I. Introduction

This position is in the headquarters organization. It is that of supervisor of the State and private cooperative treating program. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent will contact all necessary land owners and explain the cooperative program as outlined in 5240 memorandum of November 15, 1966.
2. Assures that the proper agreements are executed according to the type of cooperation.
3. Assures that ownership is correctly stated on all agreements.
4. Maintains an up-to-date map of cooperative treating areas.
5. Assures that cooperators are properly trained in treating techniques and recognizing insect-infested trees.
6. Supervises checking of completed areas and assures that treating is properly and completely done by date specified in agreements.
7. Reports I&E problems to insect-control officer promptly.
8. Reports accomplishment promptly and as necessary.
9. Is responsible for all equipment and supplies that are assigned to him or his crew.
10. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
11. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the insect-control officer who is responsible for the direction, training and supervision of the incumbent. The incumbent works with a minimum of supervision and acts independently, using a high degree of discretion in dealing with cooperators.

IV. Assistant Coop. Supervisor

1. The incumbent is assigned to the cooperative supervisor and assists him in all of the duties and responsibilities described in II above.
2. He is subject to the same controls and instructions as stated.

Insect Control  
Clerk  
Targhee National Forest

**I. Introduction**

This position may be in the headquarters or zone organization. It is that of insect-control clerk for the unit to which the incumbent is assigned.

**II. Principle Duties and Responsibilities**

1. Types correspondence and reports either from rough draft or dictaphone.
2. Types at least 50 words per minute and corrects all mistakes neatly and accurately.
3. Maintains insect-control files and manuals.
4. Maintains records as assigned.
5. Incumbent is fully responsible for the accuracy and quality of typing, grammar, punctuation, capitalization, and proper form of reports, records, and correspondence.
6. Maintains promise cards for unit to which he or she is assigned.
7. Incumbent looks for work to be done if none is presently assigned.
8. Takes and sends communications with others in absence of supervisor.
9. Maintains form supplies and other office needs.
10. Incumbent is responsible for the maintenance of machines and the neatness, cleanliness, and business-like appearance of insect-control office.
11. Performs other clerical duties as assigned.

**III. Controls Over the Position**

The incumbent is assigned to a work supervisor on the unit to which he or she is assigned by the administrative officer of the Forest. The business management section and work supervisor are responsible for proper training and instruction. The work supervisor is responsible for work assignments. Daily work will be assigned and the incumbent must be able to carry out recurring duties without repeated instructions.

I. Introduction

This position is in the zone organization. It is that of paintline or stringline foreman of crews that may either be working on contract or force account units. The incumbent also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises from three to nine line crewmen.
2. Supervises the paintlining or stringlining of treating units according to the insect-control specifications.
3. Is responsible for all equipment and supplies that are assigned to his crews.
4. Assures that all men in his crews are properly trained and instructed for paintlining or stringlining according to prescribed methods, standards, and specifications.
5. Is responsible for conduct of his men while on the job - hours of work, correct methods and practices.
6. Plans and organizes work in advance so that time, men, equipment, supplies, and vehicles are ready and utilized properly and to the best advantage.
7. Determines when work procedures or methods should be improved and either changes them or discusses with immediate supervisor.
8. Is responsible for subordinates moral, attitudes, and performance. In situations needing correction, finds out what is the problem and corrects or discusses with immediate supervisor.
9. Assures that the paintlining or stringlining done by his crews is accurately and promptly accomplished.
10. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
11. Reports progress and maintains line maps for supervisor.
12. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the contract or force account supervisor to whom the incumbent is assigned. He is responsible for the direction, training and supervision of the incumbent. The incumbent will check daily with his supervisor for further instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Paint or Stringline Crewman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of paintline or stringline crewman. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent works as a paintliner or stringliner and paintlines or stringlines treating units in accordance with prescribed methods, standards, and specifications. Generally works as part of a crew, but may be required to work alone.
2. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
3. Conducts himself according to the rules of conduct, safety and performance as shown in the F.S. Manual, project plan, work specifications, safety code book and as required by his foreman.
4. Works full hours each day and maintains performance in accordance with existing conditions.
5. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
6. Is familiar with and abides by detail rules concerning meals, lodging, and travel.
7. Maintains clean living quarters, washrooms, and work areas.
8. Discusses problems with immediate supervisor in an effort to improve self and project.
9. Performs other duties as assigned.

III. Controls Over the Position

The incumbent is supervised by a crew foreman who is responsible for his direction, training, and supervision. The incumbent also will check daily with his supervisor for instructions on daily job assignments and will take the initiative in seeing that he is currently informed.

Insect Control  
Spotter Foreman  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of spotter foreman. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. The incumbent supervises from two to nine spotters and reports progress and accomplishment to his supervisor.
2. Supervises spotting of insect-infested trees and marking them according to prescribed standards and specifications.
3. Is responsible for all equipment and supplies that are assigned to his crews.
4. Assures that all men in his crews are properly trained and instructed for spotting insect-infested trees according to prescribed methods, standards, and specifications.
5. Is responsible for conduct of his men while on the job--hours of work, correct methods and practices.
6. Plans and organizes work in advance so that time, men, equipment, supplies, and vehicles are ready and utilized properly and to the best advantage.
7. Determines when work procedures or methods should be improved, and either changes them or discusses with immediate supervisor.
8. Is responsible for subordinates' morale, attitudes and performance. In situations needing correction, finds out what is the problem and corrects or discusses with immediate supervisor.
9. Assures that the treating done by his crews is accurately and promptly accomplished.
10. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
11. Performs other duties as assigned.

**III. Controls Over the Position**

The immediate supervisor is the force account or the contract supervisor to whom he is assigned. He is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for further instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Spotter Crewman  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of spotter. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. The incumbent works as a spotter of insect-infested trees according to prescribed methods, standards and specifications. Generally works as part of a crew, but may be required to work alone.
2. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
3. Conducts himself according to rules of conduct, safety, and performance as shown in the FSM, project plan, work specifications, safety code book, and as required by his foreman.
4. Works full hours each day and maintains performance in accordance with existing conditions.
5. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
6. Is familiar with and abides by detail rules concerning meals, lodging, and travel.
7. Maintains clean living quarters, washrooms, and work areas.
8. Discusses problems with immediate supervisor in an effort to improve self and project.
9. Performs other duties as assigned.

**III. Controls Over the Position**

The immediate supervisor is the crew foreman, who is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Treating Foreman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of treating foreman of force account treating crews. The incumbent also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises from two to six treaters and reports progress and accomplishment to his supervisor.
2. Supervises treating by falling and burning, chemical treating or other accepted methods of treating bark beetle infested lodgepole pine.
3. Is responsible for all equipment and supplies that are assigned to his crews.
4. Assures that all men in his crews are properly trained and instructed for treating insect-infested trees according to prescribed methods, standards, and specifications.
5. Is responsible for conduct of his men while on the job--hours of work, correct methods and practices.
6. Plans and organizes work in advance so that time, men, equipment, supplies and vehicles are ready and utilized properly and to the best advantage.
7. Determines when work procedures or methods should be improved, and either changes them or discusses with immediate supervisor.
8. Is responsible for subordinates' morale, attitudes and performance. In situations needing correction, finds out what is the problem and corrects or discusses with immediate supervisor.
9. Assures that the treating done by his crews is accurately and promptly accomplished.
10. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
11. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the force account supervisor. He is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for further instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Treating Crewman  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of treating crewman in force account crews. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. The incumbent works as a sprayer, pumper, faller, or burner and treats according to prescribed methods, standards, specifications. Generally works as part of a two-man crew, but may be required to work alone.
2. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
3. Conducts himself according to rules of conduct, safety, and performance as shown in the FSM, project plan, work specifications, safety code book and as required by his foreman.
4. Works full hours each day and maintains performance in accordance with existing conditions.
5. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
6. Is familiar with and abides by detail rules concerning meals, lodging, and travel.
7. Maintains clean living quarters, washrooms, and work areas.
8. Discusses problems with immediate supervisor in an effort to improve self and project.
9. Performs other duties as assigned.

**III. Controls Over the Position**

The immediate supervisor is the crew foreman, who is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Checker Foreman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of checker foreman. The incumbent may be supervising checker crews on either force account or contract treating units. He also accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises from two to eight checkers.
2. He reports progress of spotters, treaters and quality of work to his supervisor and informs the supervisor promptly of problems.
3. Is informed on methods and standards of paintlining or stringlining, spotting, treating, and insect conditions. Must have a thorough knowledge of mountain pine beetle.
4. Supervises checking of all phases of suppression field work according to prescribed methods as shown in insect control specifications.
5. Is responsible for all equipment and supplies that are assigned to his crews.
6. Assures that all men in his crews are properly trained and instructed for checking field work according to prescribed methods, standards, and specifications.
7. Is responsible for the conduct of his men while on the job--hours of work, correct methods and practices.
8. Plans and organizes work in advance so that time, men, equipment, supplies and vehicles are ready and utilized properly and to the best advantage.
9. Determines when work procedures or methods should be improved and either changes them or discusses with immediate supervisor.
10. Is responsible for subordinates' morale, attitudes and performance. In situations needing correction, finds out what is the problem and corrects or discusses with immediate supervisor.
11. Assures that checking done by his crews is accurately and promptly accomplished.
12. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
13. Performs other duties as assigned.

Checker Foreman  
(Continued)

III. Controls Over the Position

The immediate supervisor is the contract or force account supervisor to whom the incumbent is assigned. He is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for further instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Checker Crewman  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of checker of all phases of insect-control field work. The incumbent may work as part of a crew or work alone. He also accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. The incumbent checks for, and reports to crew foreman about, compliance with prescribed standards and specifications of spotting, treating, paintlining and other insect control field work.
2. He is informed on methods and standards of paintlining, stringlining, spotting, treating, and insect conditions. He must have a thorough knowledge of mountain pine beetle.
3. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
4. Conducts himself according to rules of conduct, safety, and performance as shown in the FSM, project plan, work specifications, safety code book and as required by his foreman.
5. Works full hours each day and maintains performance in accordance with existing conditions.
6. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
7. Is familiar with and abides by detail rules concerning meals, lodging, and travel.
8. Maintains clean living quarters, washrooms, and work areas.
9. Discusses problems with immediate supervisor in an effort to improve self and project.
10. Performs other duties as assigned.

**III. Controls Over the Position**

The immediate supervisor is the crew foreman, who is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Insecticide Dump Foreman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of insecticide dump foreman. The foreman of the Island Park dump will also have the responsibility for managing the insect-control camp as shown below, in addition to managing the Island Park insecticide dump. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. Insecticide Dump:

- a. Supervises all men and activities connected with the operation of the insecticide dump.
- b. Assures that insecticide and concentrate are mixed properly according to specifications furnished.
- c. Is responsible for the safety of Forest Service personnel and public in the vicinity of the dump and assures that he and his men are following the correct safety practices as shown in the safety code book and project safety plan.
- d. Keeps accurate and up-to-date records of insecticide issues and materials used.
- e. Assures safe traffic habits around the dump.
- f. Allows only persons who have business or otherwise should be at the dump.
- g. Submits orders promptly and far enough in advance so that the operation of the dump is not delayed.
- h. Assures that all men in the dump crew are properly instructed in handling, mixing, safety, and operation according to prescribed methods, standards and specifications.

2. Island Park Camp:

- a. The Island Park dump foreman supervises all men and activities connected with the operation of the insect-control camp.
- b. Assures that everyone eating at the mess hall signs the meal record before each meal.
- c. Acts as inspector for COR of the meal contract and reports to him any violations of the meal contract.

Insecticide Dump Foreman  
(Continued)

- d. Is responsible for the safety of all persons using the camp and that all rules of safety as shown in the safety code book and project plan are carried out.
- e. Assures cleanliness, neatness, and proper habits of everyone working in or living at the camp.
- f. Assures that all living quarters, washrooms, mess hall and grounds are properly equipped and maintained.
- g. Assures against loss by theft. Maintains good storage procedures.
- h. Assures good traffic habits in the camp and regulates parking and movement of vehicles.

3. General:

- a. Is responsible for the conduct of his men while on the job--hours of work, correct methods and practices.
- b. Is responsible for all equipment and supplies that are assigned to his crews.
- c. Plans and organizes work in advance so that time, men, equipment, and supplies and vehicles are ready and utilized properly and to the best advantage.
- d. Petermines when work procedures or methods should be improved, and either changes them or discusses with immediate supervisor.
- e. Is responsible for subordinates' morale, attitudes and performance. In situations needing correction, finds out what is the problem and corrects or discusses with immediate supervisor.
- f. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the assistant zone supervisor to whom the incumbent is assigned. He is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for further instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Dump Crewman  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of insecticide dump crewman. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. The incumbent works at all phases of dump operation including, but not limited to, mixing insecticide, maintenance of tanks, piping, docks, and other facilities; inventory and maintenance of cans; filling of cans; loading trucks, etc.
2. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies checked out to or used by him.
3. Conducts himself according to the rules of conduct, safety and performance as shown in the FSM, project plan, work specifications, safety code, and as required by his foreman.
4. Works full hours each day and maintains performance in accordance with existing conditions.
5. Performs other duties as assigned.

**III. Controls Over the Position**

The immediate supervisor is the dump foreman, who is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his foreman for job assignments and will take the initiative in seeing that he is currently informed.

Insect Control  
Campjack  
Targhee National Forest

**I. Introduction**

This position is in the zone organization. It is that of campjack for the Island Park insect-control camp. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

**II. Principle Duties and Responsibilities**

1. The incumbent works on construction, maintenance, and repair of camp facilities.
2. He performs janitorial duties as directed for camp facilities such as, but not limited to washrooms, toilets, kitchen, bunkhouses, offices, etc.
3. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
4. Conducts himself according to the rules of conduct, safety, and performance as shown in the FSM, project plan, work specifications, safety code, and as required by his foreman.
5. Maintains the camp in a clean and neat manner and makes sure that living quarters, washroom, messhall and grounds are properly equipped.
6. Takes necessary precautions against theft or damage and directs parking and movement of vehicles.
7. Informs foreman of needs in advance so that efficiency of camp is not impaired.
8. Performs other duties as assigned.

**III. Controls Over the Position**

The immediate supervisor is the dump foreman, who is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his foreman for job assignments and will take the initiative in seeing that he is currently informed.

Insect Control  
Packer  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of insecticide packer who packs goop to treating crews in the woods. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent packs insecticide from chemical pickup point to crews in the woods.
2. Cares for pack equipment and animals according to prescribed specifications and standards and rules of safety.
3. Promptly picks up empty cans and returns them to chemical pickup point so as not to leave cans unnecessarily in the woods.
4. Assists treating foreman in accounting for cans.
5. Assures that pack outfits are on time and ready at the chemical pickup point.
6. Provides for transportation of pack outfits and animals to and from work areas.
7. Assures that animals are protected from insecticide.
8. Is responsible for and is familiar with the proper use and maintenance of all equipment and supplies used by or issued to him.
9. Conducts himself according to all the rules of conduct, safety and performance as shown in the FSM, project plan, work specifications, safety code book and as required by his foreman.
10. Works full hours each day and maintains performance in accordance with existing conditions.
11. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
12. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the treating crew foreman to whom he is assigned, who is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with his supervisor for instructions. He will take the initiative in seeing that he is currently informed.

Insect Control  
Truck Driver  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of truck driver. The incumbent accepts that he may be assigned to other insect-control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent operates all insect-control vehicles up to and including one and one-half ton trucks. Hauls men, equipment and supplies according to prescribed specifications and standards. Observes and obeys all traffic laws.
2. Complies with safety rules as specified in the safety code book and project safety plan.
3. Delivers insecticide to force account treating crews. Also checks cans for leakers or damage and reports to dump foreman.
4. May or may not have a helper.
5. Loads and unloads cans at pickup and delivery points.
6. Is responsible for the proper maintenance and care of vehicles assigned to him and insures that repairs needed are promptly reported and made.
7. Is familiar with instructions to prevent errors in point of delivery. Checks daily for job assignments.
8. Schedules time and trips to avoid wasted time or travel. Makes good, full use of work hours for maximum performance and efficiency.
9. Conducts himself according to the rules of conduct, safety, and performance as shown in the FSM project plan, work specifications, safety code book and as required by supervisor.
10. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the force account supervisor to whom assigned. He will be responsible for the direction, training and supervision of the incumbent. The incumbent will take the initiative in seeing that he is currently informed.

Insect Control  
Survey Crewman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of survey crewman. The incumbent accepts that he may be assigned to other insect control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent works as a surveyor, running lines in accordance with the prescribed methods, standards, and specifications. Generally works as part of a crew, but may be required to work alone.
2. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
3. Conducts himself according to the rules of conduct, safety and performance as shown in the F.S. manual, project plan, work specifications, safety code book, and as required by his foreman.
4. Works full hours each day and maintains performance in accordance with existing conditions.
5. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
6. Is familiar with and abides by detail rules concerning meals, lodging, and travel.
7. Maintains clean living quarters, washrooms, and work areas.
8. Discusses problems with immediate supervisor in an effort to improve self and project.
9. Performs other duties as assigned.

III. Controls Over the Position

The incumbent is supervised by a crew foreman who is responsible for his direction, training, and supervision. The incumbent will also check daily with his supervisor for instructions on daily job assignments, and will take the initiative in seeing that he is currently informed.

Insect Control  
Survey Crew Foreman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of survey crew foreman. The incumbent accepts that he may be assigned to other insect control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises from two to nine surveyors and reports progress and accomplishment to his supervisor.
2. Supervises surveying of infested trees and tallying them according to prescribed standards and specifications.
3. Is responsible for all equipment and supplies that are assigned to his crews.
4. Assures that all men in his crews are properly trained and instructed for identifying insect-infested trees according to prescribed methods, standards, and specifications.
5. Is responsible for conduct of his men while on the job, hours of work, and correct methods and practices.
6. Plans and organizes work in advance so that time, men, equipment, supplies, and vehicles are ready and utilized properly and to the best advantage.
7. Determines when work procedures or methods should be improved and either changes them or discusses them with immediate supervisor.
8. Is responsible for subordinates, moral, attitudes, and performance. In situations needing correction, determines problem and corrects or discusses with immediate supervisor.
9. Assures that the surveying done by his crews is accurately and promptly accomplished and reported.
10. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
11. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the survey chief to whom the incumbent is assigned. The immediate supervisor is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with the supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Survey Chief  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of survey chief. The incumbent accepts that he may be assigned to other insect control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises all insect-control survey work on the zone to which he is assigned and reports progress and accomplishments to his supervisor.
2. Plans and supervises the laying out of survey work and insures the crew foreman knows what areas they are to survey.
3. Also, he insures that the survey is carried out to prescribed standards and specifications.
4. Is responsible for all equipment and supplies that are assigned to his crews.
5. Assures that all men assigned to survey work from his zone are properly trained and instructed for surveying and identifying insect-infested trees according to prescribed methods, standards, and specifications.
6. Is responsible for conduct of his men while on the job - hours of work, correct methods, and practices.
7. Plans and organizes work in advance so that time, men, equipment, supplies, and vehicles are ready and utilized properly and to the best advantage.
8. Determines when work procedures or methods should be improved and either changes them or discusses with the zone supervisor.
9. Is responsible for subordinates, moral, attitudes, and performance. In situations needing correction, determines problem and corrects or discusses with immediate supervisor.
10. Assures that the surveying done by his crews is accurately and promptly accomplished.
11. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and project safety plan.
12. Performs other duties as assigned.

### III. Controls Over the Position

The immediate supervisor is the zone supervisor or his assistant to whom the incumbent is assigned. The incumbent is responsible for the direct training and supervision of all survey crews and foremen and receives his training and supervision from the zone supervisor. The incumbent will check daily with the zone supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed. (The duties of the assistant survey chief are to assist the survey chief in all of the above and to act in this capacity in his absence.)

Insect Control  
Survey Chief  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of survey chief. The incumbent accepts that he may be assigned to other insect control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises all insect-control survey work on the zone to which he is assigned and reports progress and accomplishments to his supervisor.
2. Plans and supervises the laying out of survey work and insures the crew foreman knows what areas they are to survey.
3. Also, he insures that the survey is carried out to prescribed standards and specifications.
4. Is responsible for all equipment and supplies that are assigned to his crews.
5. Assures that all men assigned to survey work from his zone are properly trained and instructed for surveying and identifying insect-infested trees according to prescribed methods, standards, and specifications.
6. Is responsible for conduct of his men while on the job - hours of work, correct methods, and practices.
7. Plans and organizes work in advance so that time, men, equipment, supplies, and vehicles are ready and utilized properly and to the best advantage.
8. Determines when work procedures or methods should be improved and either changes them or discusses with the zone supervisor.
9. Is responsible for subordinates, moral, attitudes, and performance. In situations needing correction, determines problem and corrects or discusses with immediate supervisor.
10. Assures that the surveying done by his crews is accurately and promptly accomplished.
11. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and safety plan.
12. Performs other duties as assigned.

### III. Controls Over the Position

The immediate supervisor is the zone supervisor or his assistant to whom the incumbent is assigned. The incumbent is responsible for the direct training and supervision of all survey crews and foremen and receives his training and supervision from the zone supervisor. The incumbent will check daily with the zone supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed. (The duties of the assistant survey chief are to assist the survey chief in all of the above and to act in this capacity in his absence.)

Insect Control  
Survey Crew Foreman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of survey crew foreman. The incumbent accepts that he may be assigned to other insect control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent supervises from two to nine surveyors and reports progress and accomplishment to his supervisor.
2. Supervises surveying of infested trees and tallying them according to prescribed standards and specifications.
3. Is responsible for all equipment and supplies that are assigned to his crews.
4. Assures that all men in his crews are properly trained and instructed for identifying insect-infested trees according to prescribed methods, standards, and specifications.
5. Is responsible for conduct of his men while on the job, hours of work, and correct methods and practices.
6. Plans and organizes work in advance so that time, men, equipment, supplies, and vehicles are ready and utilized properly and to the best advantage.
7. Determines when work procedures or methods should be improved and either changes them or discusses them with immediate supervisor.
8. Is responsible for subordinates, moral, attitudes, and performance. In situations needing correction, determines problem and corrects or discusses with immediate supervisor.
9. Assures that the surveying done by his crews is accurately and promptly accomplished and reported.
10. Is responsible for the safety of his crews and assures that he and his men are following the correct safety practices as shown in the safety code book and the project safety plan.
11. Performs other duties as assigned.

III. Controls Over the Position

The immediate supervisor is the survey chief to whom the incumbent is assigned. The immediate supervisor is responsible for the direction, training, and supervision of the incumbent. The incumbent will check daily with the supervisor for instructions on daily job assignments. He will take the initiative in seeing that he is currently informed.

Insect Control  
Survey Crewman  
Targhee National Forest

I. Introduction

This position is in the zone organization. It is that of survey crewman. The incumbent accepts that he may be assigned to other insect control jobs if the need arises.

II. Principle Duties and Responsibilities

1. The incumbent works as a surveyor, running lines in accordance with the prescribed methods, standards, and specifications. Generally works as part of a crew, but may be required to work alone.
2. Is responsible for and is familiar with the proper use and maintenance of equipment and supplies assigned to or used by him.
3. Conducts himself according to the rules of conduct, safety and performance as shown in the F.S. manual, project plan, work specifications, safety code book, and as required by his foreman.
4. Works full hours each day and maintains performance in accordance with existing conditions.
5. Informs foreman of needs in advance so that full production or accomplishment can be maintained.
6. Is familiar with and abides by detail rules concerning meals, lodging, and travel.
7. Maintains clean living quarters, washrooms, and work areas.
8. Discusses problems with immediate supervisor in an effort to improve self and project.
9. Performs other duties as assigned.

III. Controls Over the Position

The incumbent is supervised by a crew foreman who is responsible for his direction, training, and supervision. The incumbent will also check daily with his supervisor for instructions on daily job assignments, and will take the initiative in seeing that he is currently informed.